

**CONFIDENTIAL**

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MINUTES OF THE MEETING OF  
HEADQUARTERS BOARD OF SURVEY

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The meeting convened at 1400 hours, 14 July 1955, with presiding. Members present were:

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Mr.	<span style="border: 1px solid black; padding: 2px;"> </span>	- DD/P
Mr.	<span style="border: 1px solid black; padding: 2px;"> </span>	- Office of the General Counsel
Mr.	<span style="border: 1px solid black; padding: 2px;"> </span>	DD/S
Mr.	<span style="border: 1px solid black; padding: 2px;"> </span>	- Office of Security
Mr.	<span style="border: 1px solid black; padding: 2px;"> </span>	Office of the Comptroller
Mr.	<span style="border: 1px solid black; padding: 2px;"> </span>	- Acting Recording Secretary

The minutes of the previous meeting held 29 June 1955, were read and approved as submitted.

I. OLD BUSINESS

1. Personal Property Claims:

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a.   - The Board at its meeting of 29 June 1955, approved this claim in the amount of \$131.33, the amount allowed by the Finance Division after applying the depreciation schedule to the original claim submitted of \$145.00. This claim was reconsidered at this meeting to amend the present approved amount of \$131.33 to \$128.37 in accordance with revision received from the Finance Division. It was the unanimous recommendation of the Board that Claimant be reimbursed in the amount of \$128.37. This recommendation will be made by memorandum to the Deputy Director (Support).

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b.   - The Board at its meeting of 2 June 1955, recommended approval of this claim for loss of personal effects subject to the application of the depreciation schedule by the Finance Division. The original amount claimed was \$293.00. The amount allowed by the Finance Division after applying the depreciation schedule is \$277.10. It was the unanimous recommendation of the Board that Claimant be reimbursed in the amount of \$277.10. This recommendation will be made by memorandum to the Deputy Director (Support).

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c.   - This claim in the amount of \$373.00 for loss or damages to personal property which occurred when   was previously considered by the Board on 26 May 1955. The Board approved this claim with the exception of an estimated cost of \$150.00 to repair a piano. Additional information to substantiate this repair cost which was requested by the Board was received from the Claimant indicating that the piano was immersed in salt water on two occasions and roughly handled. As a result, complete refinishing, restringing, and rebuilding of keyboard, pushrod and striker assembly would be necessary. After carefully considering the facts of this incident, the Board requested

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2. Survey Reports:

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[redacted] in Agency vehicle operated by [redacted] 25X1A9A  
[redacted] and after stopping for the stop sign at 18th Street, N.E., proceeded [redacted] 25X1A9A  
through the intersection after looking right and left. When Mr. [redacted] was approximately two-thirds of the way into the intersection, his vehicle [redacted] was struck with great impact on its right side by a privately-owned [redacted] vehicle and thrown against a Capital Transit bus which was stopped. The [redacted] estimated repair cost to the Agency vehicle is \$299.75 and estimated [redacted] damages to the private vehicle and bus are \$300.00 and \$50.00 respectively. [redacted] Legal charges were dropped upon the agreement of all concerned. It was [redacted] 25X1A9A  
the majority recommendation of the Board, Mr. [redacted] withholding, that [redacted] Agent [redacted] be relieved of all liability and responsibility for the accident. [redacted] This case file will be forwarded to the Division concerned through the [redacted] Office of the General Counsel. On 21 July 1955, Mr. [redacted] notified [redacted] 25X1A9A the Acting Recording Secretary that after reconsidering this case he [redacted] concure with the majority recommendation of the Board.

b. 00765 - This Survey Report was submitted by the Chief, Administrative Staff. TSS requesting that action be taken.

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[redacted]  
during this period, and items in the amount of \$6,649.90 which were either transferred to other Offices on requisitions or turned in as unserviceable. It was determined during consideration by the Board that the \$1,026.25 figure included an item in the amount of \$495.89 which was cut up for test purposes as unserviceable and should be considered operational by reflecting cannibalization on a Property Turn-In. This would reduce the amount to \$530.36 for survey consideration. It was the unanimous decision of the Board to refer this Survey Report back to TSS for rewriting by the Accountable Officer rather than the supervisor, eliminating operational and unserviceable items.

III. Other Items of Interest:

It was the Board's recommendation that Agency components submitting claims and/or surveys be requested to forwarded their recommendation on a formal basis instead of their recommendation being noted on the routing sheet.

The meeting adjourned at 1645 hours.

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[redacted]  
Chairman  
Headquarters Board of Survey